

SOUTH PLAINS COMMUNITY ACTION ASSOCIATION, INC.

(SPCAA)

WIC

411 Austin Street

Levelland, Texas 79336

REQUEST FOR PROPOSAL

For

**SurgiLance Lancets Grey (100ct)G21 1.8mm 10-20uL, HemoPoint H2
Microcuvettes 200ct, HemoPoint H2 Optics Cleaners (3-pack), HemoCue® Hb
201 Microcuvettes (200/box), and HemoCue® Hb 301 Microcuvettes , 4X75
(PH)**

Proposal Due Date: September 12, 2025

4:00 pm

Any proposals returned after this time will not be considered

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TIMETABLE OF RFP EVENTS

ACTION	ON
RFP packets made available for distribution	September 4, 2025
Request for Proposal deadline:	September 12, 2025 4:00 p.m.
Review and evaluation process begins	September 15, 2025
Selection and notification of winning proposal to all bidders	September 16, 2025

GENERAL SPECIFICATIONS

A. Request

South Plains Community Action Association, Inc. (SPCAA) is requesting proposals from qualified sources for the provision of **SurgiLance Lancets Grey- 100 ct G21 1.8 mm 10-20uL (min 4837 boxes), HemoPoint H2 Microcuvettes – 200 ct (min 1996 boxes), HemoPoint, H2 Optics Cleaners – 3Pack (min 1376 boxes) HemoCue Hb 201 Microcuvettes- 200/box (min 78 boxes) and HemoCue Hb 301 Microcuvettes – 4x75(PH) (min 1906 boxes).**

SPCAA is requesting drop shipment for this purchase. See Attachments 1

B. Purpose

The purpose in soliciting proposals is to secure **SurgiLance Lancets Grey- 100 ct G21 1.8 mm 10-20uL (min 4837 boxes), HemoPoint H2 Microcuvettes – 200 ct (min 1996 boxes), HemoPoint H2 Optics Cleaners – 3Pack (min 1376 boxes), HemoCue Hb 201 Microcuvettes- 200/box (min 78 boxes) and HemoCue Hb 301 Microcuvettes – 4x75(PH) (min 1906 boxes)** based on specifications provided to meet the needs of South Plains Community Action Association, Inc.

C. Deadline for Submission

The deadline for submission of proposals is **4:00 PM, September 12, 2025.**

D. Submission Requirements

Bidders must respond by:

Submitting one (1) original of Pages 8-9 of this proposal packet
via email to: rcardenas@spscaa.org

E. Contact Person

All questions concerning this RFP packet should be directed to: **Roger Cardenas,**
at rcardenas@spscaa.org

F. Contract Type

Notification of winning bid will serve as acceptance of offered pricing.

G. Time Line

The Bidder awarded the proposal agrees to deliver the product(s) by November 15, 2025.

H. Limitations and Reservations

If found in the best interest, South Plains Community Action Association, Inc. reserves the right to accept or reject any and all proposals received as a result of this request, to negotiate with all qualified sources, or to cancel in part or in its entirety this RFP.

This RFP does not commit SPCAA to award an agreement, to pay any costs incurred for the preparation of proposals or to procure or contract for any services.

SPCAA specifically reserves the right to vary the provisions as set forth herein any time prior to the execution of an agreement where such variance is deemed to be in the best interest of the needs of SPCAA.

In order to reach terms for the provision of services, which are agreeable to both parties, if a prospective business vendor is selected for negotiations, the prospective business vendor may be required to prepare and submit additional information prior to final selection of proposal.

I. Modification and Renewals

SPCAA reserves the right to negotiate a modification or renewal for **SurgiLance Lancets Grey- 100 ct G21 1.8 mm 10-20uL (min 4837 boxes), HemoPoint H2 Microcuvettes – 200 ct (min 1996 boxes), HemoPoint, H2 Optics Cleaners – 3pack (min 1376 boxes), HemoCue Hb 201 Microcuvettes- 200/box (min 78 boxes) and HemoCue Hb 301 Microcuvettes – 4x75(PH) (min 1906 boxes)** in connection with any executed agreement funded through this RFP without repeating the RFP process for a period of **up to 1 year** from the original proposal initiation.

Vendor modifications and renewals shall be considered based upon the business vendor's ability to meet SPCAA needs and quality of service(s) provided.

J. Signatures

Proposals from prospective vendors shall be signed by the business official authorized to bind that business and shall contain a statement to the effect that the proposal is a firm quote for a duration period of 90 days or until approval authorization has been received by SPCAA from TDSHS and USDA as specified by SPCAA. The proposal shall also provide the name, title, address and telephone number of the individual(s) with authority to negotiate and provide additional information during the period of proposal evaluation.

K. Evaluation Criteria

Selection of the business vendor to be awarded this proposal will be made after a careful evaluation of the proposals received. Each proposal will be evaluated for acceptability with emphasis on the various factors enumerated in the EVALUATION TABLE. Each factor is assigned a numerical score. The scores will be used to develop a winning proposal and awarded to the business vendor with whom negotiations may be conducted.

Evaluations will be based upon the following criteria table. A maximum score of 100 points may be awarded. Total evaluation values of less than 70 points will invalidate a proposal.

L. Protest Rights

All protests or complaints regarding this RFP process shall be referred to the SPCAA Grievance Procedures for resolution. Copies of such procedures may be obtained from SPCAA upon request.

M. Conflict of Interest

To avoid any real or apparent conflict of interest in the procurement of this RFP, no SPCAA employee or their family member may financially benefit from any award connected with this request.

N. Subcontracting

The services of any business vendor(s) awarded from this RFP must be delivered by the vendor named on the proposal. Subcontracting will not be allowed, without prior authorization from SPCAA.

SUBMISSION REQUIREMENTS

To be considered responsive and receive an evaluation, a proposal must fully address all sections of the RFP.

Proposal(s) and related questions should be addressed to: Roger Cardenas at rcardenas@spcaa.org

To be considered for evaluation, Proposal(s) **must** be received no later than

4:00 P.M. September 12, 2025

1. The Division of Health Services' program is seeking Proposals for **SurgiLance Lancets Grey-100 ct G21 1.8 mm 10-20uL (4837 boxes), HemoPoint H2 Microcuvettes – 200 ct (min 1996 boxes), HemoPoint H2 Optics Cleaners – 3 Pack (min 1376 boxes), HemoCue Hb 201 Microcuvettes- 200/box (min 78 boxes) and HemoCue Hb 301 Microcuvettes – 4x75(PH) (min 1906 boxes)** with the following specifications:

- Surgilance Lancets (Minimum order of 4837)
- HemoPoint H2 Microcuvettes (Minimum order of 1996)
- HemoPoint H2 Optics Cleaners 3 pack (Minimum order 1376)
- HemoCue Hb 201 Microcuvettes (Minimum order of 78)
- HemoCue Hb 301 Microcuvettes (Minimum order of 1906)

PROPOSAL RESPONSES

Must be able to ship products directly to various locations throughout the State of Texas (see attached list)

☐ Yes

☐ No

Must be able to deliver products by October 31, 2025

☐ Yes

☐ No

Surgilance Lancets Pricing

Cost Per 100 count Unit \$ _____

Total Proposed Cost (Cost Per Unit x 4837) \$ _____

Estimated Shipping Costs \$ _____

Less Any Discount Available \$(_____)

Total Proposed Cost \$ _____

HemoPoint H2 Microcuvettes Pricing

Cost Per 200 count Unit \$ _____

Total Proposed Cost (Cost Per Unit x 1996) \$ _____

Estimated Shipping Costs \$ _____

Less Any Discount Available \$(_____)

Total Proposed Cost \$ _____

HemoPoint H2 Optics Cleaners

Cost Per 3-pack \$ _____

Total Proposed Cost (Cost Per Unit x 1376) \$ _____

Estimated Shipping Costs \$ _____

Less Any Discount Available \$(_____)

Total Proposed Cost \$ _____

HemoCue Hb 201 Microcuvettes Pricing

Cost Per 200 count Unit \$ _____

Total Proposed Cost (Cost Per Unit x 78) \$ _____

Estimated Shipping Costs \$ _____

Less Any Discount Available \$(_____)

Total Proposed Cost \$ _____

HemoCue 301 Microcuvettes Pricing

Cost Per 300 count Unit \$ _____

Total Proposed Cost (Cost Per Unit x 1906) \$ _____

Estimated Shipping Costs \$ _____

Less Any Discount Available \$(_____)

Total Proposed Cost \$ _____

Authorized Signature_____
Date

EVALUATION & PROPOSAL RATING SUMMARY

For Office Use Only

Name of Bidder: _____

Evaluation Criteria	Possible Points	Points Given
1. Is RFP complete, containing all requested information?	10	
2. Is bid submitted for requested items?	10	
3. Does Bid meet minimum specifications?	10	
4. Price of product(s)	70	
TOTAL	100	

Proposal Recommendations: _____

Justification: _____

Signature

Date